



National Aeronautics and
Space Administration

John H. Glenn Research Center
at Lewis Field

Lewis' Educational and Research Collaborative Internship Program (L.E.R.C.I.P.)

2004 SUMMER INTERNSHIP FOR SECONDARY TEACHERS

“To inspire the next generation of explorers . . . as only NASA can.”

Program Description

This is an educational program that provides internships for teachers interested in expanding their knowledge in the areas of science, technology, engineering, and math. Internships of a 10-week duration are available during the summer months at the NASA John H. Glenn Research Center (GRC). The internships are offered under the auspices of Lewis' Educational and Research Collaborative Internship Program (L.E.R.C.I.P.), a collaborative undertaking of the GRC's Educational Programs (<http://www.grc.nasa.gov/WWW/OEP>) and Ohio Aerospace Institute (OAI) (<http://www.oai.org>).

Program Goal

Internships are intended to provide teachers with professional experience to enhance academic skills and abilities in the classroom. Teachers are given assignments in research and development, technical, or administrative projects under the guidance of a NASA staff member. The mentor in identifying assignments will consider the teacher's academic level and field of interest, when possible. Program activities include oral presentations, and a variety of scheduled enrichment activities. Because of the programs short duration and intensive requirements, no vacation time or summer classes can be taken during the internship. If selected, the teacher must be present for the entire 5-day, 40-hours per week, Monday through Friday.

Additional Opportunities

The L.E.R.C.I.P. program also has the following other internship opportunities: NASA scholars, college students and high school students who are current 10th and 11th graders. Interested individuals can obtain L.E.R.C.I.P. application information and respective deadline dates by accessing the EPO website at <http://www.grc.nasa.gov/WWW/OEP/intern.htm> or <http://www.oai.org>

Glenn Research Center

NASA GRC is located in the Great Lakes region of Ohio and occupies a 350-acre site, adjacent to Cleveland Hopkins International Airport. The Center comprises over 150 buildings, which contains a unique collection of world-class facilities. Over 3600 people staff Glenn, including civil service employees and support service contractors.

Since 1941, GRC have been pioneers and innovators who have expanded horizons and opened frontiers for our explorers in air and space. GRC is responsible for developing and transferring critical technologies that address national priorities in aeropropulsion and space applications. Our work is focused on research for new aeropropulsion technologies, aerospace power, microgravity science, electric propulsion, and communications technologies for aeronautics, space, and aerospace applications. You are encouraged to visit the NASA GRC home page to learn more about our research activities, programs and personnel at <http://www.grc.nasa.gov>.

Ohio Aerospace Institute

Established in 1989, the OAI is a private, nonprofit consortium of education, industry, and government partners supporting collaborative efforts in research, education, and training. OAI is located next to the GRC, West Area. OAI's research partnerships have led to significant advances in aerospace systems, new technologies in biomedical components, and improved design and manufacturing systems. More information on OAI can be found at <http://www.oai.org>.

Eligibility Requirements

Applicants must be **U.S. CITIZENS** who are employed full-time as secondary school teachers. Application deadline date: **January 31, 2004.**

Application Information

Teachers seeking internships must submit an application. You will be sent a post card or e-mail acknowledging receipt of your application. You are required to complete the entire 10-week tenure. The program does not provide for vacation time and such time should be scheduled outside the tenure period. Additional information may be obtained by contacting:

OAI
ATTN: L.E.R.C.I.P.
22800 Cedar Point Road
Cleveland, OH 44142
Telephone: 440-962-3170 Ext. 5006
Email: internships@oai.org

Application materials must be received no later than **JANUARY 31, 2004**, to assure consideration. Application materials received after the deadline will not be considered or processed. **FAXED copies are unacceptable.**

Selection Criteria

Selection in the program is very competitive and is based on the following:

- Glenn organizational/programmatic and budgetary commitments
- Academic level/relative coursework
- Performance background/research interests
- Teacher/Mentor availability

SELECTED teachers will be notified by **April 15, 2004**. Due to the large number of applicants, only selected participants are notified.

Stipend Information

The 2004 bi-weekly salary rate for secondary school teachers is \$1500. Salary checks are issued through OAI. The normal statutory withholdings will be withheld and is based on the tax status filed by each individual.

Travel Reimbursement

One round-trip travel reimbursement is provided to participants whose city of permanent residence is more than 50 miles from Cleveland and who relocate for the program. Reimbursement is based on shortest-route mileage at 37 cents per mile and is paid after tenure begins. This amount must not exceed \$500.00. Travel allowances are disbursed to eligible participants 1 week **after** tenure begins.

Available Internship Tenure Dates for 2004

Start Dates

May 24, 2004

June 7, 2004

June 14, 2004

End Dates

July 30, 2004

August 13, 2004

August 20, 2004

Housing Accommodations

Students are responsible for making their own housing and travel arrangements. This program does not provide living expenses. If a list of short-term housing is desired, check the appropriate box on the application and one will be provided to you. Please understand that the housing list has been assembled by OAI for your convenience. Accommodations on the list have not been checked and OAI does not advocate them over other accommodations you may find on your own. If selected for the program, you are encouraged to start your search for housing as soon as possible.

2004 TEACHER APPLICATION FORM

Please type or print in black ink only.

Legal name: _____
First MI Last

Date of birth: _____
Month Date Year

Social Security number: _____

Place of birth: _____
City State Country

U.S. citizen ☐ Yes ☐ No

Gender: Male ☐ Female ☐

If U.S. citizen and born outside the U.S. or Puerto Rico you must provide the information requested below and if selected provide documentation prior to start date.

Naturalization or Passport Number: _____

Date Issued: _____ Date Expired: _____

YOU MUST PROVIDE BOTH ADDRESSES:

Permanent (home) address:

City State Zip Code

Telephone: _____

Alternate telephone: _____

E-mail address: _____

School name/address:

City State Zip Code

Telephone: _____

Alternate telephone: _____

School E-mail address: _____

Please check box below where you want any L.E.R.C.I.P. program correspondence sent to (prior April 30):

☐ Permanent Home Address

☐ School Address

Have you previously participated in a NASA or Federal program? ☐ Yes ☐ No

If yes, please list program(s) and year of participation:

PROGRAM USE ONLY

Date Received: _____

PR Requirement: \$ _____

Date Processed: _____

11 12 13 14 15 16 17 18 19

Initials: _____

Academic Information

Faculty position and school: _____

City: _____ State: _____ Zip code: _____ Telephone number: (____) _____

Grade levels you are teaching: _____

Indicate highest degree attained:

☐ Baccalaureate/B.A. or B.S. ☐ Master's/Master's Equivalency ☐ Doctorate

Indicate any degrees or academic programs on which you are currently working:

☐ Baccalaureate/B.A. or B.S. ☐ Master's/Master's Equivalency ☐ Doctorate

☐ Other (specify) _____

Areas of concentration:

☐ Engineering ☐ Mathematics ☐ Social sciences ☐ Education
☐ Humanities ☐ Science ☐ Technology

Primary areas of instruction (check all that apply)

<input type="checkbox"/> All subjects	<input type="checkbox"/> Computer science	<input type="checkbox"/> Life sciences	<input type="checkbox"/> Special education
<input type="checkbox"/> Astronomy	<input type="checkbox"/> Earth sciences	<input type="checkbox"/> Mathematics	<input type="checkbox"/> Technology education
<input type="checkbox"/> Biology	<input type="checkbox"/> Engineering	<input type="checkbox"/> Physical sciences	<input type="checkbox"/> Vocational/technical
<input type="checkbox"/> Business	<input type="checkbox"/> Environmental sciences	<input type="checkbox"/> Physics	<input type="checkbox"/> Other (specify) _____
<input type="checkbox"/> Chemistry	<input type="checkbox"/> General sciences	<input type="checkbox"/> Social studies	_____

Placement Purposes:

List research and/or organization areas that you are interested. Research our NASA home page <http://www.grc.nasa.gov> to learn about the current projects being conducted at Glenn.

Possible placement area: _____

Possible placement area: _____

Possible placement area: _____

2004 Internship Dates (must check one):

Start date	End date
_____ May 24, 2004	_____ July 30, 2004
_____ June 7, 2004	_____ August 13, 2004
_____ June 14, 2004	_____ August 20, 2004

Housing Information

Do you need to be provided a short-term housing list? ☐ Yes ☐ No

Do we have permission to include your name and email address in a listing to be sent to students interested in shared housing?
☐ Yes ☐ No

TEACHER NARRATIVE STATEMENT

In the space below, tell us what you would like to achieve during your internship at Glenn. Be sure to address your academic field of interests and potential placement areas and how both you and NASA will benefit if you are selected to participate.

BACKGROUND INFORMATION

Academic honors/awards:

Computer experience (be specific):

Work experience (be sure to include length/year(s) of employment):

List special training or skills related to your internship placement choice(s):

References

You must provide two references.

Name, title

Telephone

Name, title

Telephone

TEACHER CERTIFICATION

I certify, by my signature below, that I am a citizen of the United States of America and that all information contained in this application is accurate and correct. I further understand and agree that any misrepresentation or inaccurate information on this completed application will be cause for disqualification for consideration and from participation in the L.E.R.C.I.P. program and other NASA Programs. I also understand that if selected to participate, I must participate for the full duration of the program and failure to do so or abide by the program policies if selected will result in the immediate termination of my internship.

Printed legal name _____

Signature _____ Date _____

L.E.R.C.I.P. Past Participants Only:

If you were a past participant of L.E.R.C.I.P. 2003 at GRC, would you like to return to the same organization and mentor? ☐ Yes ☐ No

If yes, you are encouraged to contact the mentor and let him/her know that you have applied for 2004 and if summer positions are available in his/her respective organization you would like to be considered. Remember there is **NO** guarantee of a position, as organizational and budgetary needs change each year.

Would you like to be notified of other internship opportunities that may be available? ☐ Yes ☐ No

Teacher Application Information

Name: _____ ☐ Male ☐ Female

Program you are applying for: L.E.R.C.I.P. Teacher Internship

In order to determine the degree to which members of each ethnic/racial group are reached by this announcement, NASA requests that the student check the appropriate block(s) below. Submission of this information is VOLUNTARY.

1. Racial background

- a. ☐ African American/Black
- b. ☐ Asian American*
- c. ☐ Caucasian/White
- d. ☐ Hispanic/Latino
- e. ☐ Native American or Alaskan Native
- f. ☐ Pacific Islander/Native Hawaiian**
- g. ☐ Other, please specify: _____

2. Individual with disabilities***

- a. ___ Yes ___ No
- b. If yes, please specify: _____
- c. Please list any special accommodations required:

*This includes, for example, China, India, Japan, and Korea.

**This area includes any of the original peoples of Hawaii; the U.S. Pacific Territories of Guam, American Samoa, and the Northern Marianas; the U.S. Trust Territory of Palau; the Islands of Micronesia and Melanesia; and the Philippines.

***A person having a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment.

The information solicited on this form will not be available to those responsible for reviewing applications but will be used to determine the extent to which various populations are represented in the applicant pool.

APPLICATION PACKAGE CHECKLIST

Before completing this application and submission, you should read it thoroughly. Special attention should be given to eligibility requirements, dates, and deadlines. Be sure to complete all blocks with information that is requested. You are encouraged to make a copy of your completed application package, as we are unable to return any application material submitted for the program.

Your application package will not be considered complete unless the original, signed application plus three copies of required items are included and received by January 31, 2004.

FAXED APPLICATION COPIES OR MATERIALS ARE UNACCEPTABLE.

Mail your **completed** application package to:

**Ohio Aerospace Institute (OAI)
Attn: L.E.R.C.I.P.
22800 Cedar Point Road
Cleveland, OH 44142**

Questions or additional information, contact:

OAI Telephone: 440-962-3170 Ext. 5006 or email: internships@oai.org or intern@grc.nasa.gov

Want more information about OAI or GRC visit:
website: <http://www.oai.org> or website: <http://www.grc.nasa.gov>

PLEASE BE ADVISED THAT ANY APPLICATION OR APPLICATION MATERIALS RECEIVED AFTER THE DEADLINE DATE, JANUARY 31, 2004, WILL NOT BE CONSIDERED OR PROCESSED AND ARE CONSIDERED INELIGIBLE—NO EXCEPTIONS